



Arnold Schwarzenegger
Governor

February 22, 2010
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Mr. Sal Vaca, Director
City of Richmond Employment and Training Program
330 25th Street
Richmond, CA 94804

Dear Mr. Vaca:

AMERICAN RECOVERY AND REINVESTMENT ACT
PROGRAM REVIEW
FINAL MONITORING REPORT
PROGRAM YEAR 2009-10

This is to inform you of the results of our review for Program Year (PY) 2009-10 of the City of Richmond Employment and Training Program's (CRETTP) activities funded by the American Recovery and Reinvestment Act of 2009 (ARRA). We focused this review on the following areas: program administration, local level monitoring, management information system/reporting, incident reporting, nondiscrimination and equal opportunity, grievance and complaint system, and program operations including ARRA activities and participant eligibility.

This review was conducted by Mr. Dave Ajirogi from January 25, 2010, through January 29, 2010.

Our review was conducted under the authority of Sections 667.400 (a) and (c) and 667.410 of Title 20 of the Code of Federal Regulations (20 CFR). The purpose of this review was to determine the level of compliance by CRETTP with applicable federal and state laws, regulations, policies, and directives related to the ARRA grant.

We collected the information for this report through interviews with CRETTP representatives, service provider staff, and WIA participants. In addition, this report includes the results of our review of sampled case files, CRETTP's response to Sections I and II of the ARRA Program On-Site Monitoring Guide, and a review of applicable policies and procedures for PY 2009-10.

BACKGROUND

For PY 2009-10, CRETP was allocated: \$331,289 to serve 261 adult participants; \$741,907 to serve 192 youth participants; and \$437,597 to serve 184 dislocated worker participants.

For the quarter ending December 31, 2009, CRETP reported the following expenditures for its ARRA funded activities: \$22,229 for adult participants; \$359,412 for youth participants; and \$30,216 for dislocated worker participants. In addition, CRETP reported the following enrollments: 107 adult participants; 105 youth participants; and 89 dislocated worker participants. We reviewed 44 case files for adult, dislocated worker and youth participants enrolled in ARRA funded activities as of January 29, 2010.

PROGRAM REVIEW RESULTS

We conclude that, overall, CRETP is meeting applicable WIA requirements concerning its program operations.

This report contains no findings or concerns; therefore, we are issuing this report as the final report.

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all of the areas included in our review. It is CRETP's responsibility to ensure that its systems, programs, and related activities comply with the ARRA grant program, federal and state regulations, and applicable state directives. Therefore, any deficiencies identified in subsequent reviews, such as an audit, would remain CRETP's responsibility.

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Ms. Mechelle Hayes at (916) 654-1292.

Sincerely,



JESSIE MAR, Chief
Compliant Monitoring Section
Compliance Review Office

cc: Jose Luis Marquez, MIC 50
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